



Vestry Minutes

Episcopal Church of the Transfiguration

September 22, 2020 - 7:00 p.m.

Location: Virtual Meeting using Web Conferencing

Approved by the Vestry October 27, 2020

Vestry members in attendance: Julia Trizzino, Senior Warden; Oliver Cone, Junior Warden; Robin Caldwell, Jodi Dalton, Frank DeLizza, Scott Daniels, Linda Horton, Rosemary Luquire, Mason McCamey, Mark Ramsay, Sheila Runnels MacLennan, and Evan Williams

Vestry members not in attendance: N/A

Others in attendance: Casey Shobe+, Rector; Rebecca Tankersley+, Associate Rector; Nancy De Stefano, Pastoral Assistant; Allison Murphy, Treasurer; Peggy Kwoka, Clerk to the Vestry; Sophie Lowrance, Parish Administrator; Anne Schmidt, Director of Evangelism and Welcoming Ministries; Dave Monaco, Head of School, Parish Episcopal School; Dana Jean, Director of Youth Ministries and Outreach; Jay Madrid, Chancellor; Bill Evans, Endowment Chairman; and Alan Dunlop, Endowment Trustee

1. Opening Prayer: Rosemary Luquire led the Vestry in the prayer:

Lord bless us with your presence
Where we have decisions to make
Discussions to share in
May we conduct them with grace, humility and courtesy
May we agree to be united in the service of your son
Where there is agreement, may it be confirmed by you
And discerned in the lives of faith we lead
We ask this in the name of Jesus Christ our Lord

2. Formation: The Rev. Casey Shobe led the Vestry in a discussion of John 1:43-51.

3. Enthusiastic Episcopal Evangelism (EEE): The Vestry shared their experiences since the last meeting.

4. Adoption of Minutes: Peggy Kwoka, Clerk to the Vestry

MOTION: Rosemary Luquire moved to adopt the minutes of the August 25, 2020, Vestry meeting. Robin Caldwell seconded the motion, and the motion carried.

5. **Parish Episcopal School:** Dave Monaco, Head of School
 - a. The elementary school has started meeting in person, and the middle and upper schools have started with rotations on and off-campus.
 - b. The first positive Covid-19 case on the Hillcrest campus was identified on September 22.
 - c. The building maintenance team (headed by Bracken Reece) is doing a great job.
 - d. Mr. Monaco had the first virtual new parent presentation today discussing developing a diverse community. He took them through the history of the school and the Church and let them know that they recognize God is in all people.
6. **Endowment:** Bill Evans, Chairman, and Alan Dunlop, Trustee
 - a. The Endowment Committee has reviewed its Trust Agreement and has found they need to update it. They needed to broaden the agreement to provide outreach funds and seminarian funds to support the Church's projects. Some references were incorrect. The proposed "Amendment Number Three to the Trust Agreement of the Church of the Transfiguration Endowment Fund" was provided to the Vestry. Jay Madrid gave his recommendation for approval of the amendment.

MOTION: Frank DeLizza moved that the Vestry approve Amendment Three. Robin Caldwell seconded the motion, and the motion carried.

7. **Treasurer's Report:** Allison Murphy, Treasurer
 - a. Current year pledges are 2.9% behind where we were last year and 0.8% higher than the five-year average. Expenses are lower.
 - b. Non-pledge giving is behind 22% vs. last year and 5% vs. the five-year average.
 - c. 2020 Financials (YTD)
 - i. Revenues are \$ 1,211,594 vs. \$ 1,320,530 budgeted (\$109,000 under budget).
 - ii. Expenses are \$ 1,215,492 vs. \$1,328,671 budgeted.
8. **Budget, Finance & Administration:** Robin Caldwell, Chair
 - a. The church currently recognizes 15 ½ holidays. The question was raised as to whether the church should designate Juneteenth as a holiday. The committee thought that another holiday should be removed if it is decided to add Juneteenth. Some consideration was given to removing Columbus Day as a holiday, but the committee was concerned that it is a school holiday. The Columbus Day Holiday could be called "Indigenous People's Day." Another option was to have a floating holiday that could replace either Columbus Day or Juneteenth. Some of the holidays are in name only; on Good Friday and Christmas Eve, many of the staff are working. Christmas Eve could be taken out of the list of Holidays and replaced by Juneteenth.

MOTION: Mason McCamey moved that Christmas Eve be removed from the list of holidays, Juneteenth added, and the name of the holiday Columbus Day be changed to Indigenous People's Day. Linda Horton seconded the motion, and the motion carried. Frank DeLizza abstained from the vote.

- b. **Nominating Committee:** Rosemary Luquire

The question was raised as to how the church should vote since we are not meeting in person. Jay Madrid said that we need to use a method that is safe and calculated to get as much of the vote as possible. E-mail is an option. We will need to train people on the importance of their votes. Rosemary requested assistance from staff on how to do this. Robin pointed out that Survey Monkey would be private but wouldn't ensure voters are qualified to vote. Realm would also not be private but would ensure voters are qualified to vote. Ms. Luquire will work with the staff on the plan. By November 15, voting should be complete.

- c. Peggy Tyler, a broker who manages gifts of stock for a commission, is retiring. Fig will set up an additional account at TDAmeritrade which will enable them to act as such with no commission.

9. Mission & Ministry: Mason McCamey, Chair

- a. We received good feedback on the Ministry Fair. Not having to approach a person at a table made it easier for people to spend time understanding the ministries. The Food Ministry got four new people through the Ministry Fair.
- b. TJ McCoy and Ann Schmidt attended the Connections Meeting. Everyone at the meeting agreed to volunteer for Fig Fest as a quiet launch of the committee.
- c. Kristin Cutts is going to start a hospitality database.
- d. When we produce an e-mail, we will also have a short video
- e. Mr. McCoy got a lot of feedback from the committee on the website and the calendars.
- f. Lindsey Murphy and Dana Jean's transitions into Outreach were discussed. Understanding the process will require a meeting with Outreach and resetting the expectations. It needs to include all Outreach stakeholders.

10. Buildings, Grounds, and Technology: Frank DeLizza, Chair, and Jodi Dalton

- a. The camera and internet switch are being installed starting Friday.
- b. The work will be starting on the sunshade structure shortly. The church is preparing to submit the drawings for the permit.
- c. The water damage to the nursery is fixed.
- d. The fire system in building A is done.
- e. The school is in session.
- f. Jodi Dalton has been working on the Parlor. She has met with youth leadership. Everything that was in the Parlor is in Roper Hall. They will reuse some of the furniture from the Youth Center with slipcovers. It will improve the look a little bit and will allow them to keep it clean. They are considering rehabbing the patio outside the Parlor. Bracken Reece has removed a lot of the landscaping out there, making it appear much larger. Leveling the paving and adding a ramp will cost \$25k - \$30k. They will get several bids and make a request to Endowment since it will be useful to the church long-term and is capital work. With the money from the lease, they plan to buy stackable outdoor furniture and, potentially, two television monitors. Additional lighting will be needed, and Mr. Reece is looking into commercial-grade lighting.
- g. The total amount the church is getting from the lease is about \$60,000. The total cost for the changes (from this budget) should be under \$10,000. Removable glass doors may be added at a later date.

MOTION: Mark Ramsay moves that 20% of the lease proceeds (as it comes in) go directly to the youth account 8459, which is used for pilgrimages and youth mission trips. Julia seconds the motion. It was approved.

- h. We need to upgrade our bandwidth to livestream the services. It will likely cost five times the current cost every month.

11. Rector's Report: Casey Shobe +, Rector

- a. We had our first outdoor in-person service on Sunday. Sixty-seven people attended, and they expect approximately 90 this Sunday. They are tentatively planning to start a Saturday service on All-Hollows Eve. They can consider a third service later but will need to work with their virtual presence. The plans for indoor services continue to be very uncertain.

- b. The "Sharing our Story" initiative is off and running. Packets for the stewardship campaign "Sharing our Story" will be sent out next week. Follow-ups will be necessary for the successful completion of the campaign.

12. Warden's Report: Julia Trizzino, Senior Warden

- a. Meghan is considered a "Middler," and the diocese requires the support of Meghan through signatures on a form.

MOTION: Julia Trizzino moved that the Vestry provide their enthusiastic support to Meghan's candidacy by signing the form. Oliver Cone seconded the motion, and the motion was unanimously approved.

- b. Vestry calls are progressing but not completed. Scott Daniels received a call back saying that it was meaningful to that church member that the Vestry called.
- c. A virtual "Meet the Vestry" session was held. Unfortunately, it was mistakenly not recorded and will not go up on the website. The question was asked if the session should be held regularly. Robin Caldwell thought it might be useful if it was tied into specific information and suggested it be held about every three months.
- d. Children's Chorus of Greater Dallas sent a Thank You Note to the Church for providing the space free of charge.

The meeting adjourned at 9:10 p.m.

Respectfully submitted,



Peggy Kwoka
Clerk to the Vestry

Upcoming Events

- Services available live on Facebook:
 - o Weekdays – Daily office: 8 a.m., noon, 6 p.m., 9 p.m.
 - o Saturday – 8 a.m. and 9 p.m.
 - o Sundays – Worship at 9 a.m. (recorded, but the community can view at the same time), 9 p.m.
- Private devotion slots available Tuesday, Thursday, and Sunday each week (sign up on REALM)
- Disciple Bible Study, Thursdays (through June 2021), 6:30-8:30 p.m. (Zoom)
- Sharing our Story, Sundays (through 11/15), 10:15-11:15 a.m. (Zoom)
- Outdoor worship – Sundays at 9 a.m. (sign up on REALM)
- Communion Service 9/27, 5 p.m. (Zoom)
- Transfigured Nights 9/28, 7:30 p.m. & 10/11, 7:00 p.m.
- Makes Me Wanna Holler: Race in America, Wednesdays 10/7-11/11, 7:00-8:15 p.m. (Zoom)

MOTIONS:

MOTION: Rosemary Luquire moved to adopt the minutes of the August 25, 2020, Vestry meeting. Robin Caldwell seconded the motion, and the motion carried.

MOTION: Frank DeLizza moved that the Vestry approve Amendment Three. Robin Caldwell seconded the motion, and the motion carried.

MOTION: Mason McCamey moved that Christmas Eve be removed from the list of holidays, Juneteenth added, and the name of the holiday Columbus Day be changed to Indigenous People's Day. Linda Horton seconded the motion, and the motion carried. Frank DeLizza abstained from the vote.

MOTION: Julia Trizzino moved that the Vestry provide their enthusiastic support to Meghan's candidacy by signing the form. Oliver Cone seconded the motion, and the motion was unanimously approved.